

WELCOME

to

Foster Family Home Orientation

presented by

California Department of Social Services

Community Care Licensing Division

[or County Licensing Agency]

SAMPLE

Today's orientation will cover:

- Definition of a Foster Family Home
- When a license is required
- How children become dependents of Child Protective System
- Role/responsibility of Community Care Licensing, and the Foster Parent (caretaker/licensee)
- Basic regulations and policies
- Compliance/monitoring/types of inspections
- The application process

WHAT IS A FOSTER FAMILY HOME?

A home where 24-hour care and supervision are provided in a family setting in the caregiver's family residence for not more than six foster children, exclusive of members of the caregiver's family.

**WHO ARE FOSTER CHILDREN?
HOW DO THEY BECOME PART OF THE
CHILD PROTECTIVE SYSTEM?**

**Most have experienced neglect
Many have been abused to varying
degrees (emotional & physical)
Some have been sexually abused**

THE TYPE OF CHILDREN WHO ARE IN PLACEMENT:

- Are all ages, including teens**
- Come from every ethnic background**
- Have siblings who want to stay together**

WHEN IS A LICENSE REQUIRED?

The State requires that a Foster Family Home license must be obtained if:

1. You provide 24-hour care/supervision of a child who is not related.

AND

2. You are NOT considered a **“NON-RELATED EXTENDED FAMILY MEMBER.”** (A non-related extended family member means any adult caregiver who has an established familial or mentoring relationship pursuant to Section 362.7 of the W & I code.)

If a license is not obtained, this is a misdemeanor and subject to a \$200.00 per day civil penalty.

Welfare & Institutions Code 362.7

When the home of a non-relative extended family member is being considered for placement of a child, the home shall be evaluated, and **approval** of that home shall be granted or denied, pursuant to the same standards set forth in the regulations for the licensing of Foster Family Homes which prescribe standards of safety and sanitation for the physical plant and standards for basic personal care, supervision, and services provided by the caregiver.

The **County Welfare Department** shall verify the existence of a relationship through interviews with the parent and child or with one or more third parties. The parties may include relatives of the child, teachers, medical professionals, clergy, neighbors, and family friends.

GENERAL INFORMATION

Foster Parents do NOT get PAID.

Foster Parents DO get REIMBURSED.

Reimbursement money is to be used for the child's food, clothing, toys, educational supplies, and personal hygiene items.

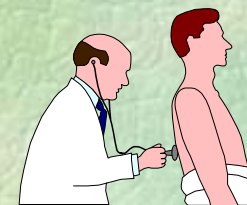
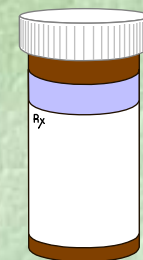
Foster Parent Responsibilities



RESPONSIBILITIES of Foster Parents Care & Supervision:



- (A) Assistance in dressing, grooming, bathing and other personal hygiene.
- (B) Assistance with taking medications.
- (C) Central storing and/or distribution of medications.
- (D) Arrangement of/assistance with medical & dental care, including transportation.
- (E) Maintenance of house rules for the protection of children.
- (F) Supervision of children's schedules & activities.
- (G) Maintenance/supervision of children's cash resources or property.
- (H) Monitoring food intake or special diets.
- (I) Other services as specified on the placement agreement or by the social worker.



COMMUNITY CARE
LICENSING (CCL)
Role and Responsibility

- **REGULATORY AGENCY**
- **MISSION = TO PROTECT THE HEALTH
& SAFETY OF CLIENTS (FOSTER
CHILDREN)**
- **ACCOMPLISHED THROUGH THE
DEVELOPMENT AND ENFORCEMENT
OF REGULATIONS**

COMMUNITY CARE **LICENSING (CCL)**

Three distinct functions

1. Prevention

2. Compliance

3. Enforcement

Prevention

To reduce predictable harm by screening out unqualified applicants through the application process.



Compliance

Once the license is issued, CCL has the authority to inspect the Foster Family Home. This is to ensure that the home is operating in compliance with regulations. If the home is out of compliance, deficiencies are cited on a Licensing Report. The report will have a time frame for the correction of the deficiencies cited.

Enforcement

When the Foster Family Home (FFH) fails to protect the health and safety of the children, or if chronic serious deficiencies exist, then various administrative actions may occur.

These may include:

Informal office meetings

Non-compliance conferences

Denial of application

Temporary Suspension Order (TSO)

Revocation of license

CCL

Types of Inspection Visits:

PRE-LICENSING VISIT

(announced)

ANNUAL VISIT

(every 12 months--announced)

PLAN of CORRECTION VISIT

(as required--announced)

CASE MANAGEMENT VISIT

(as required--announced)

COMPLAINT VISIT

(anytime--unannounced)

**ALL VISITS ARE ANNOUNCED EXCEPT
COMPLAINT VISITS**



CCL INSPECTION CHECKLIST

KITCHEN/DINING AREA

- **CLEANING PRODUCTS/CHEMICALS MUST BE “INACCESSIBLE,”** (**Poisons** must be LOCKED UP! LOCK AND KEY!!)
- **SHARP KNIVES MUST BE “INACCESSIBLE”**
- **PROPER STORAGE/SUFFICIENT QUANTITIES OF ALL FOOD**
- **FLOORS/CARPETS/WALLS IN GOOD REPAIR**

CCL INSPECTION CHECKLIST

LIVINGROOM/DEN

- **FIREPLACE IS INACCESSIBLE (SCREEN!)**
- **FLOOR/WALL HEATERS ARE INACCESSIBLE TO SMALL CHILDREN**
- **MAINTAIN A COMFORTABLE TEMP AT ALL TIMES (guideline is 68-85 degrees)**
- **FLOORS/CARPETS/WALLS IN GOOD REPAIR**

CCL INSPECTION CHECKLIST

BEDROOMS

- **NO MORE THAN TWO CHILDREN PER BEDROOM**
- **ONE CHILD PER BED**
- **CHILDREN OF THE OPPOSITE SEX SHALL NOT SHARE A ROOM UNLESS EACH CHILD IS UNDER 5 YEARS OF AGE**
- **NO MORE THAN **TWO** INFANTS (0-23 MONTHS) MAY SHARE A BEDROOM WITH THE CAREGIVER(s)**
- **MATRESSES/BOXSPRINGS/LINEN IN GOOD REPAIR**
- **NO ROOM COMMONLY USED FOR OTHER PURPOSES CAN BE USED AS A BEDROOM**
- **NO BEDROOM CAN SERVE AS A PASSAGEWAY TO ANOTHER ROOM**

CCL INSPECTION CHECKLIST

BEDROOMS

- **BUNK BEDS MUST HAVE A RAIL ON THE UPPER TIER**
- **NO CHILD UNDER 5 YEARS OF AGE IN THE UPPER TIER OF BUNK BED**
- **LAMPS, PORTABLE OR PERMANENT CLOSETS, AND DRAWER SPACE FOR CHILDREN'S BELONGINGS ARE PROVIDED**
- **EACH INFANT SHALL HAVE A CRIB/BASSINET APPROPRIATE FOR AGE/SIZE**
- **TOYS/BOOKS/GAMES/EDUCATIONAL MATERIAL**

CCL INSPECTION CHECKLIST

BATHROOMS

- **MEDICATIONS ARE SAFELY STORED/INACCESSIBLE**
- **HOT WATER MAINTAINED AT SAFE TEMPERATURE** (105-120 degrees?)
- **HARMFUL ITEMS ARE INACCESSIBLE (LOCKED UP?)**
- **HYGIENE ITEMS (SHAMPOO, TOOTHBRUSH, TOOTHPASTE, ETC.) ARE PROVIDED TO CHILDREN**

HALLWAYS

- **FUNCTIONING SMOKE DETECTORS LOCATED IN HALLWAYS OF SLEEPING AREAS**
- **ALL PASSAGEWAYS ARE FREE OF OBSTRUCTIONS/HAZARDS**

CCL INSPECTION CHECKLIST

OUTDOORS/YARD

OUTDOOR ACTIVITY SPACE PROVIDED MUST BE FREE FROM HAZARDS (**POISONS**, INSECTICIDES Locked, DANGEROUS GARDENING TOOLS, ETC.)

POOLS/SPAS/BODIES OF WATER MUST HAVE APPROPRIATE FENCING/COVERS **WHEN CARING FOR CHILDREN UNDER 10 YEARS OF AGE.**



CCL INSPECTION CHECKLIST

GENERAL REQUIREMENTS

- NO MORE THAN TWO INFANTS (0-23 MONTHS) INCLUDING THE CAREGIVER'S MAY RESIDE IN THE HOME
- TELEPHONE SERVICE MUST BE WORKING AT ALL TIMES
- MAINTAIN FIRST AID SUPPLIES APPROPRIATE TO NEEDS OF CHILDREN IN CARE
- CHILDREN'S RECORDS MUST BE MAINTAINED & KEPT CONFIDENTIALLY
- APPLICANTS MUST HAVE CURRENT AGE-APPROPRIATE CPR AND FIRST AID TRAINING (Required after licensure and prior to accepting children)
- UNUSUAL INCIDENTS (REFER TO SECTION 89361 OF THE REGULATIONS) MUST BE REPORTED
- LICENSED CAREGIVER MUST COMPLETE 12 HOURS (Required after licensure and prior to accepting children); THEREAFTER, 8 HOURS OF ANNUAL TRAINING REQUIRED WHILE CARING FOR FOSTER CHILDREN

CORPORAL PUNISHMENT
(spanking, hitting, slapping, hair
pulling, pinching, kicking, etc.)
IS PROHIBITED

FOSTER PARENTS
ARE MANDATED REPORTERS
OF CHILD ABUSE

PERSONAL RIGHTS

SECTION 89372

Each child shall have personal rights which include, but are not limited to, the following:

- 1. To be accorded dignity in his/her personal relationships with other persons in the home.**
- 2. To be accorded safe, healthful and comfortable accommodations, furnishings and equipment that are appropriate to his/her needs.**
- 3. To be accorded the independence appropriate to the child's age, maturity and capability as outlined in the child's Needs & Services Plan or Transitional Independent Living Plan (TILP) if applicable.**
- 4. To be free from corporal or unusual punishment, infliction of pain, humiliation, intimidation, ridicule, coercion, threat, mental abuse or other actions of a punitive nature including, but not limited to, interference with the daily living functions of eating, sleeping or toileting, or withholding of shelter, clothing or aids to physical functioning.**

CCL Criminal Record Clearance

All adults (18 and up) living in the Foster Family Home must have a Criminal Record Clearance.

A civil penalty can be given to any licensed caregiver who fails to have any adult living in the home fingerprinted.

A deficiency is cited for each individual with an immediate assessment of \$100 per violation. There is no daily maximum.

If you are a licensed foster parent from another county and that county is the licensing agency, your criminal record clearances may be transferable.

If this applies to you, please inform the licensing agency when you submit your application.

SENATE BILL 358, CHAPTER 628

STATUTE OF 2005

Effective January 1, 2006, a caregiver has the authority to arrange for **occasional short-term babysitting** of their foster children without requiring the babysitter to undergo a criminal record background check (fingerprinting), TB test and CPR/First Aid training. Caregivers are required to use a **reasonable and prudent parent standard** when determining and selecting appropriate babysitters for occasional short-term use.

Short-term meaning no more than 24 consecutive hours.

When making this decision the foster parent should take into consideration the emotional, behavioral, medical and physical condition of the foster child/children.

The caregiver should provide the babysitter with all pertinent information regarding the children and their care.

When evaluating a caregiver's compliance with these requirements, CCL staff will evaluate whether or not the caregiver provided all necessary information to the babysitter to care for the foster children . Staff will also determine if the caregiver made a careful and sensible parental decision when choosing a babysitter.

When in doubt, we encourage the caregiver to discuss & “document” their concerns with the child's social worker.

COUNTY CHILD WELFARE SERVICES

Role and responsibility

- *Social workers place/monitor foster children
- *Training of Foster Parents
- *Home Study Evaluations
- *Foster Care Rates and Reimbursements
- *Specialized programs
- *Recruitment/Retention of Foster Parents
(Foster Parent Advocates)

CCL Application Package

- All LIC documents can be obtained from the Community Care Licensing Website:

www.ccld.ca.gov



SECTION A - LICENSING

APPLICATION DOCUMENTS

- 1. LIC. 283 - FFH APPLICATION**
- 2. LIC. 215 - APPLICANT INFORMATION (ONE FOR EACH APPLICANT)**
- 3. LIC. 508D - CRIMINAL RECORD STATEMENT (ONE FOR EACH ADULT LIVING IN HOME)**
- 4. LIC. 610B - EMERGENCY PLAN**
- 5. CONTROL OF PROPERTY (COPY OF A DRIVER'S LICENSE, UTILITY BILL OR LEASE AGREEMENT, etc.)**
- 6. ORIENTATION CERTIFICATE (YOU WILL RECEIVE TODAY)**

SECTION B

PLACEMENT MATCHING DOCUMENTS

These may be submitted after licensure. If you want to **expedite** the process of having children placed in your home, please submit the following items with your application!!!!

1. Health Screening Report (LIC 503) – that includes a current TB test, less than 1 year old, for all adults
2. Verification of completion or enrollment in 12 hours (certificates, letters of reference, course transcripts & supporting documents) **and** current First Aid/CPR training. (County Placement Agency – may require additional training hours)
3. LIC 9054 – Local Fire Inspection Authority Information (Required **ONLY** if you are requesting Non-ambulatory. Information must be for the local Fire Marshall and not local fire department.)

TERMS OF THE LICENSE

The license is issued to a **specific licensed caregiver at a specific address/location**. The license is **not transferable**.

If you move, contact your licensing agency within 30 days. Otherwise, your license is automatically forfeited. You **MUST** apply for a new license for the new property address, especially if the foster children moved with you.

Again - contact your LPA and Social Worker **30 days prior** to moving.

If Your Application is Denied

Option to appeal within 15 days.

Reasons for denial include, but are not limited to, the following:

Inability to cooperate or failure to meet licensing requirements.

Criminal record or child abuse allegations that are of a serious nature.

The home/physical plant did not meet the Buildings & Grounds within Title 22 FFH Regulations.

The following are
examples of licensed
homes that were cited for
various deficiencies...

